

**INSTRUCTOR TRAINING
REVISION COMMITTEE MEETING
Guilford Tech Community College
Medlin Campus Center, Room 360
601 E. Main Street
Jamestown, North Carolina**

February 19, 2016

The Instructor Training Revision Committee met on February 19, 2016, at the Guilford Tech Community College in Jamestown, NC. Leila Humphries called the meeting to order at 10:00 a.m. She welcomed everyone to the meeting and thanked Chief Phillips for his hospitality.

Nancy Meadows called the roll. Those members in attendance were:

Dr. Bobbie Cox, Gardner-Webb University
Stephanie Freeman, Administrative Office of the Courts
Betty Reynolds, Wake Tech Community College
Michael Lamonds, NC Department of Public Safety
John Reaves, Wake Forest University Campus Police

Committee members absent were:

Aaron Vassey, Cleveland Community College
Tim Pressley, Orange County Sheriff's Office
Jeff Robinson, Wake Tech Community College

Staff attending:

Leila Humphries, NC Justice Academy
Nancy Meadows, NC Justice Academy

Staff absent was:

Autumn Hanna, Sheriffs' Standards Division

Visitors attending:

Capt. Michael Linton, Duke University Police Department
Tracy McPherson, North Carolina Community College System

Leila announced that regrettably Dennis Crosby had resigned from the committee due to recent health issues. He made a valuable contribution to the committee and his voice will be missed.

The minutes of the January 15, 2015, meeting were reviewed by the Committee. Leila asked if there were any corrections or additions to the minutes. Hearing none, the minutes were approved by motion from Stephanie Freeman and seconded by Michael Lamonds. The motion was unanimously approved.

Old Business

Leila asked for discussion on the Instructional Skills block that had been distributed during the January meeting. Bobbi Cox stated that she was concerned about a few duplicates that may confuse students. Leila will take a look at any duplicates and correct as recommended. Stephanie Freeman, John Reaves and Michael Lamonds all stated that they liked this block.

Leila stated that she would like to have an index/table of contents for the lesson plans with a possible outline at the beginning of each chapter. This would allow the information to be more easily accessible by the students during the course and would provide an easy reference later.

A discussion on the How We Learn block was held. Bobbie Cox emphasized that there is a difference between how children and adults learn. Stephanie Freeman stated that we should show differences between adults and children and perhaps include the Instructor Notes or include the comparison chart from the current lesson plan.

Betty Reynolds stated that at times the students feel as if we are treating them like children in the course. We should reinforce how adults learn but did agree that there are similarities.

There was a discussion of whether to address generational differences in the new course work. The consensus was not to include the generational differences in the new course work. If instructors follow the guidelines given on teaching adults, methods and activities should be chosen that would include everyone.

There was a discussion of the proposed changes to General Instructor re-certification rules in light of the recent legal review of the Administrative Code.

John Reaves asked how much education/reading level we should require for General Instructor Training. The Committee members have previously discussed the need to establish an appropriate reading level for General Instructor Training. There was a discussion of what the appropriate level should be. Some of the lesson plans are written above the 10th grade level. Michael Lamonds has done a great deal of well documented research over several years on the impact of reading level and success on the course. His research shows a definite correlation between the two. Leila stated that the Committee could make a required reading level recommendation to the Education and Training Subcommittee when the new course work is submitted.

New Business

The Leadership and Motivation block was distributed to the Committee. Leila asked that they read this block over and be ready to discuss it at the next meeting. She will also send this block to the Committee electronically.

Stephanie Freeman stated that she believed it would be a good idea and very helpful to Leila if separate blocks were given to each member of the Committee for their review and input. Leila felt that this would be an excellent idea.

The next meeting will be March 31 and will be hosted by Stephanie Freeman at the Administrative Office of the Courts in Raleigh. She will furnish details once she has finalized them.

Betty Reynolds motioned that the meeting be adjourned and Bobbie Cox seconded; meeting was adjourned at 12:05 p.m.